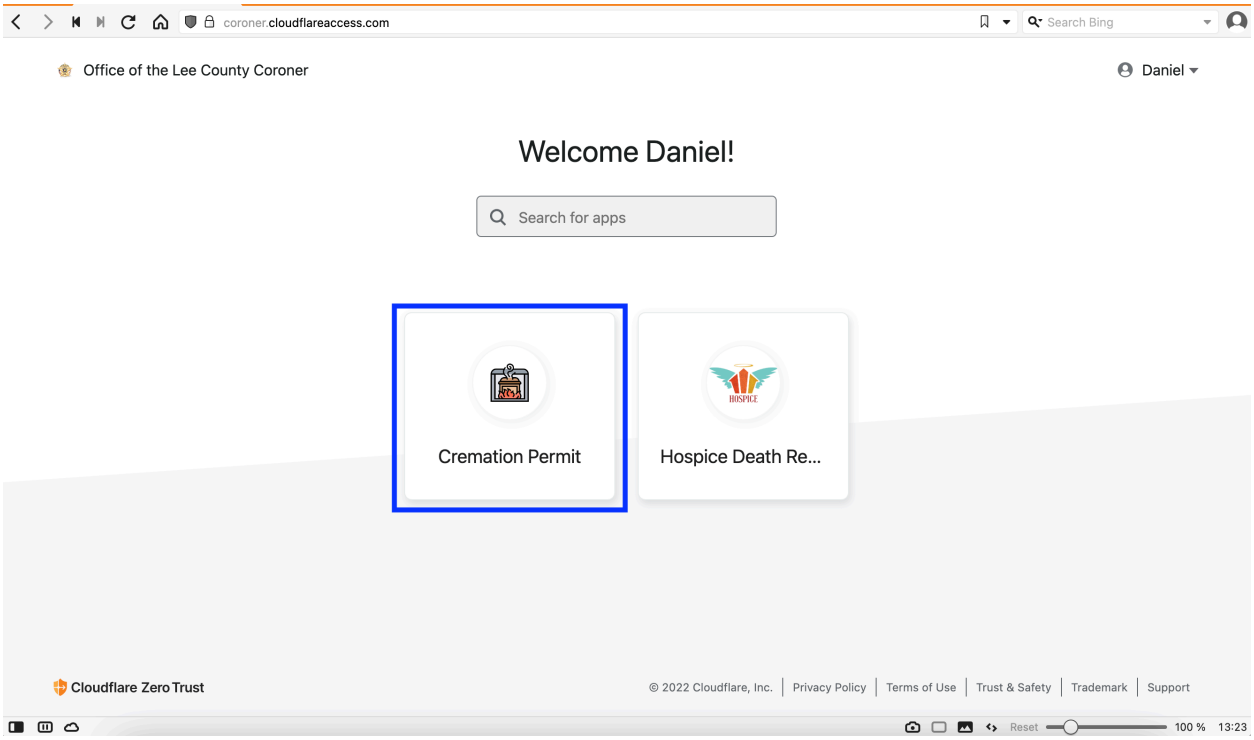
How to request a Cremation Permit

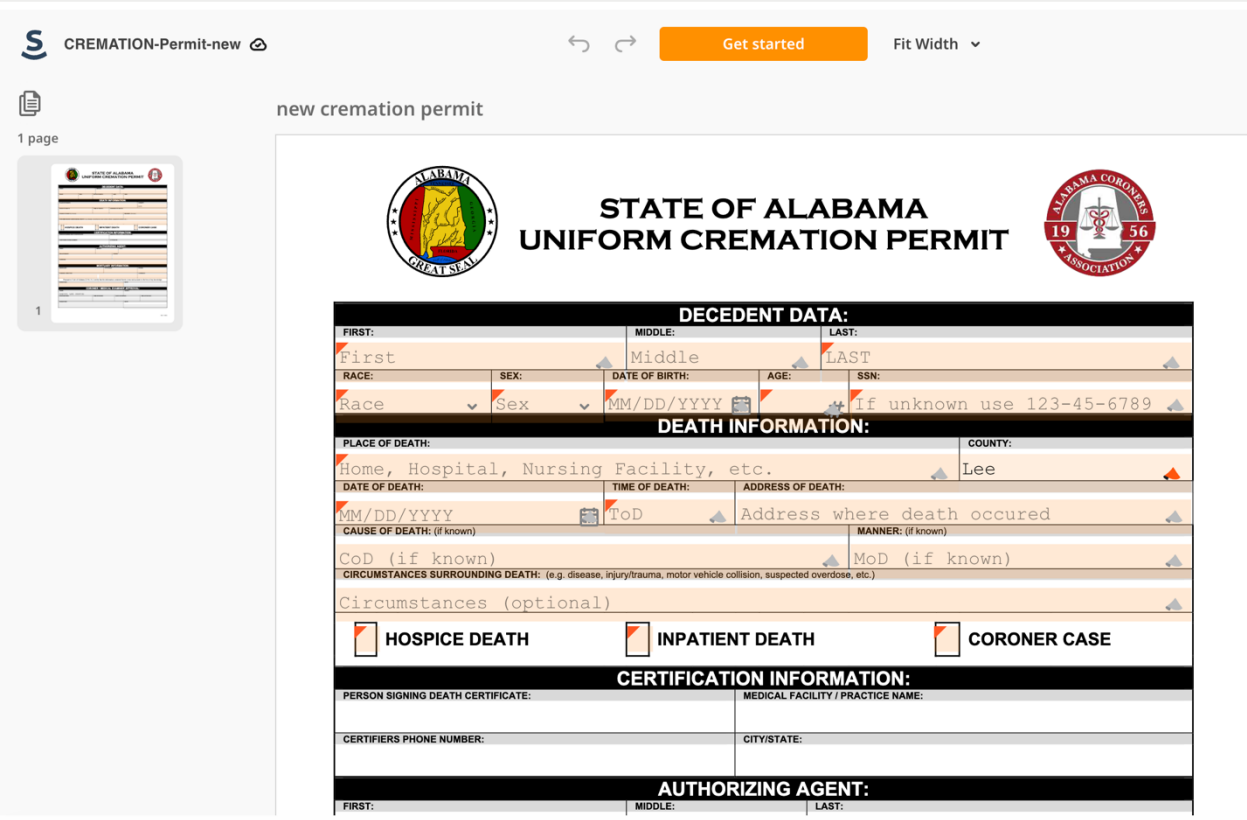
Note: This document assumes that you have already logged into the Cremation-Permit.app portal. If you haven't and you need help, please see the login instructions available on the same website you found these insturctions.

STEP 1: Select Cremation Permit from the app launcher.



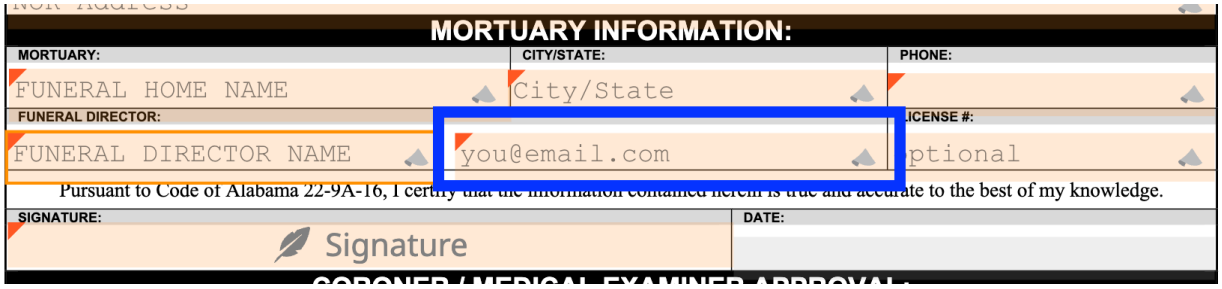
NOTE: Some funeral homes that fill out a lot of requests may have a custom permit option here, if you see a custom option feel free to click the custom option instead of the generic

STEP 2: Fill in the appropriate information.



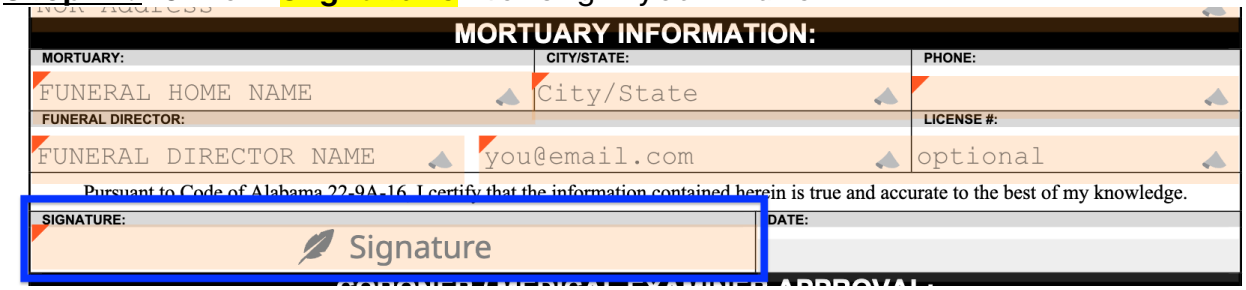
Note: fields triangle in the upper left coroner are required.

STEP 3: Make sure you enter your correct email address in the box so that you will get a copy after the permit is approved.

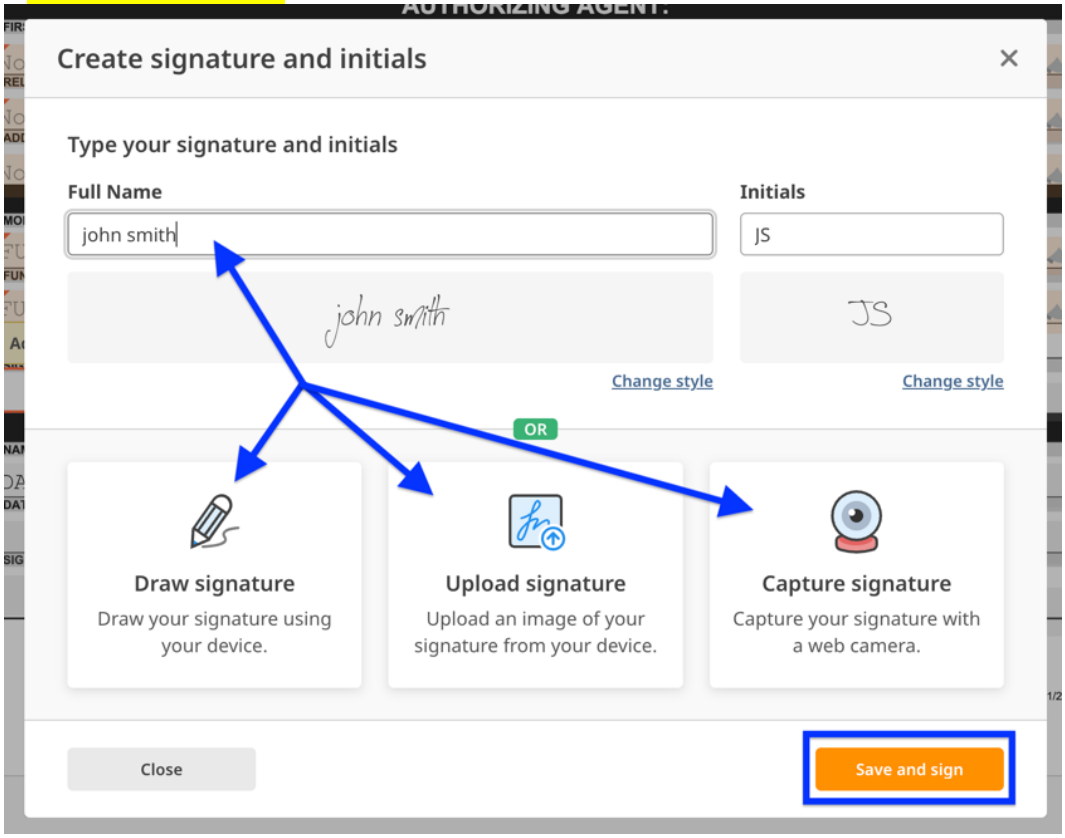


IMPORTANT NOTE: sometimes, especially if you do several permits close together, your email provider will confuse your permits with SPAM. **ALWAYS check your spam and junk folders** if you don't get your permits within a few hours.

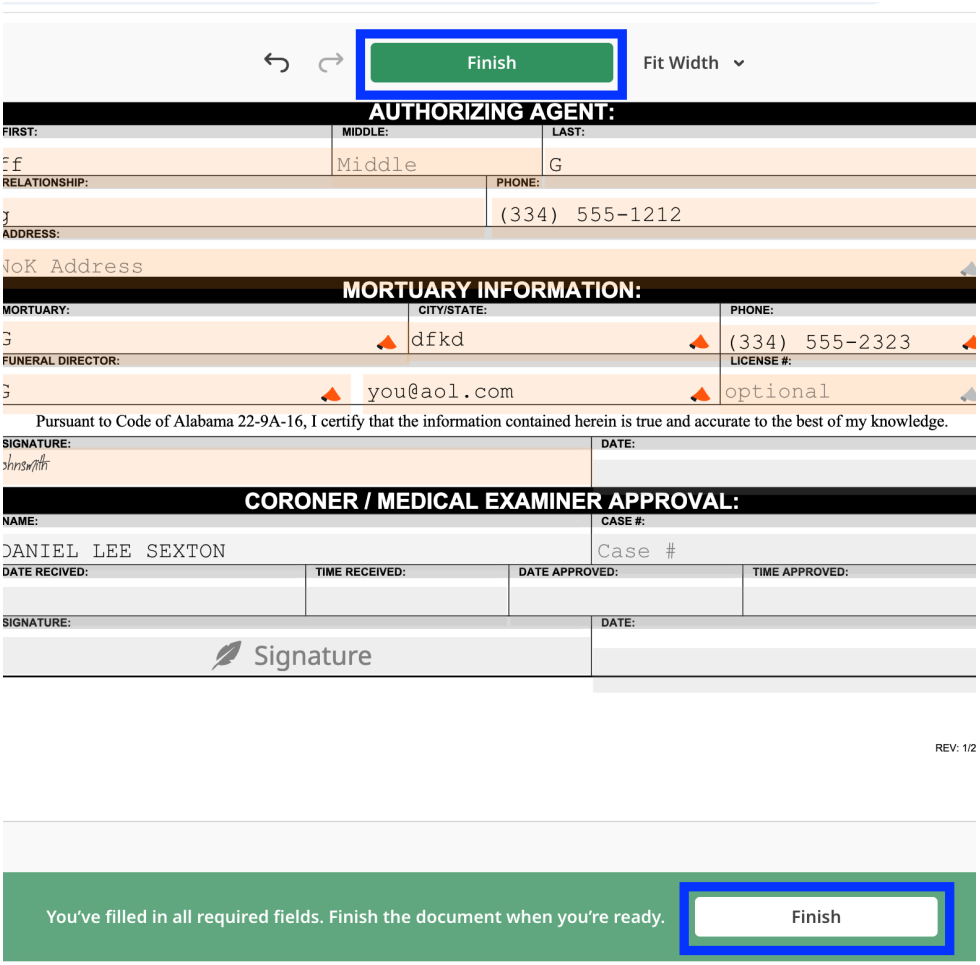
Step 4: Click **Signature** to sign your name



Step 5: Choose any method to create your signature and then click **SAVE AND SIGN**



STEP 6: Once all required fields are filled in and you've signed, you will be able to **Click Finish**.



Your document has now been sent to the Coroner's Office for review.

Once signed by the Coroner's office you will get a signed copy as a PDF in your email.